

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM  AT-RISK AFTER SCHOOL PROGRAMS POLICY & PROCEDURE MANUAL	ISSUED  7/1/03	REVISED  2/12	CHAPTER  5	SECTION  5.4
CHAPTER Chapter 5. Requirements of Management – All Organizations		SUBJECT Criteria for Claiming Meals			

**Meals can be claimed for reimbursement if the following criteria are met:**

- With MDHSS-BCFNA approval, at-risk after school programs may use the “offer versus serve” meal service option where participants are given the opportunity to select foods at supper. All required meal components are **offered** to all participants for the meal to be claimed for reimbursement; however, the participant may decline up to two meal components. The price of a reimbursable meal shall not be affected if a participant declines a food item. Offer vs. serve is not an option for snacks - both snack components must be served.
- Original, daily dated menus must indicate all food components served to the participants for each meal claimed. The participant must receive all meal components in at least the minimum serving size for a meal to be claimed. An exception can **be made** in cases where a physician’s statement is on file verifying that a participant cannot have a particular food for medical reasons. The medical statement must also list foods which can be substituted for the component or food item. See Chapter 7 for details on the meal pattern. The Medical Food Substitution Record (CACFP 227) form can be found at: <http://health.mo.gov/living/wellness/nutrition/foodprograms/cacfp/appsforms.php>.
- Documentation to verify the meal component(s) contribution that processed meat products contain to be creditable in the CACFP.
- A maximum of one snack and one supper can be claimed per participant per day.
- For-profit centers - claims for reimbursement can only be made when at least 25% of the participants enrolled at the center are eligible for Title XX benefits or have a valid IEF on file. Meals claimed at any one time cannot exceed the authorized capacity of the center.
- Claims can only be submitted when participants are documented in attendance and documented on the daily meal count sheets.
- Creditable food must be served. Refer to the *Creditable Foods Guide* for details on those foods which can be used to meet the menu components for at-risk centers.
- Meals are served at the times and for the duration indicated on the centers on-line application under the Center Information Sheet.

Reference: 7CFR 226.11(b)  
7CFR 226.60(q)(1) and (2)